

SENIOR RECLAMATION SPECIALIST

DEFINITION: Under general direction, performs work of considerable difficulty with responsibility to oversee reclamation activities on Navajo Nation lands; enforces federal and state surface mining laws and regulations; coordinates implementation of reclamation and mining policies and procedures; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Oversees and enforces surface mining laws and regulations; serves as lead senior specialist on most reclamation activity; reviews surface mining applications and plans; performs permit mid-term review; evaluates and makes recommendations on modifications and revisions on mining; conducts administrative review of surface mining operations for proper engineering designs, water quality, soil stabilization, contour, re-vegetation and environmental protection.

Acts as liaison between federal surface mining officials and the Navajo Nation and other private industries performing sub-contracting work; provides information and documentation on all aspects of surface mining operation and reclamation; coordinates with Bureau of Indian Affairs in monitoring surface disturbance and initiation.

Completes long-range livestock and range management plans for re-vegetated mining lands; responds to inquiries or complaints on surface mining activities; establishes coordination with local residents residing within mine permit areas; evaluates blasting operations and problems; prepares monthly reports on reclamation inspections and status of mining operations and activities; conducts feasibility studies and value engineering analysis and assessment of sites.

Develops specifications and formats to maintain data related to abandoned mine lands inventory; determines if all information is included in Geographical Information System (GIS) including hydrologic patterns, geology radiological levels, structure locations, land use archaeology and fish/wildlife data; evaluates and coordinates technical aspects to determine technology transfer requirements; works with contract management ensuring project compliance; participates in contract negotiations and construction inspection.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of professional level mining engineering and reclamation of abandoned strip mines.
Knowledge of Environmental Protection Act laws and other applicable relevant federal and state rules and regulations.
Knowledge of occupational safety and health laws, rules and regulations.
Knowledge of computer hardware, software and peripherals.
Knowledge of management and administration methods and practices.
Knowledge of contract negotiations and compliance enforcement.
Knowledge of health physics methods and practices.
Knowledge of research, analysis and technical writing methods and practices.
Skill in utilizing computer programs for the development of GIS, GPS, AutoCAD, SurvCAD and databases.
Skill in verbal and written communications.
Skills in the development and presentation of reports.

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Skill in safe utilization of occupational safety and health precautions and practices.

Skill in negotiating contracts and determining contract compliance with all EPA, OSHA and MSHA regulations.

Skill in developing, designing and implementing reclamation projects.

Skill in prioritizing, scheduling, assigning, reviewing and evaluating work.

Skill in preparing budget projections and monitoring expenses.

Skill in establishing and maintaining effective working relationships.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: Work requires excellent negotiation and public relations skills with potential of exposure to dangerous levels of radiation, unstable ground, mine gases and wild life that inhabit abandoned mining areas.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in Science, Engineering, Environmental Science, Range Management, Biology, Geology, Hydrology or a closely related field; and six (6) years progressively responsible engineering and reclamation experience, two (2) years of which must have been in a supervisory capacity.

PREFERRED QUALIFICATIONS:

- A Master's degree in Science, Engineering, Environmental Science, Range Management, Biology, Geology, Hydrology or a closely related field.
- Engineering in Training (EIT) leading to Professional Engineering registration.

SPECIAL REQUIREMENTS:

- Possess a valid state driver's license.

Supplemental Requirements:

Incumbent must obtain a Navajo Nation Vehicle Operator's Permit within 90 days of date of hire.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.